

# AGENCY ADOPTION PROGRAM

## Quarterly Statistical Report

Send one copy to:

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES  
DATA OPERATIONS BRANCH  
P.O. BOX 944243, M.S. 19-81  
SACRAMENTO, CA 94244-2430

AGENCY	CODE
REPORT FOR QUARTER ENDING	

Part A. Children Under Study - But Not Free For Adoption				Total Children
1. Under study, not free, end of prior quarter (Part A., Item 5 from last quarter)			1.	
2. Accepted for study			2. +	
3. Freed for adoptive placement			3. -	
4. Services terminated for other reasons			4. -	
5. Under study, not free, end of quarter (complete detail below)			5. =	
a. Placement identified	5.a.			
b. Placement not identified (complete TABLE 1)	5.b.			
6. Welfare and Institutions Code, Section 366.26 reports completed			6.	

  

TABLE 1. Detail for Item 5.b.					
	0-2 yrs.	3-5 yrs.	6-10 yrs.	11+ yrs.	Total
c. White					
d. Black					
e. Hispanic					
f. Mixed					
g. Other					
* Must equal Part A., Item 5.b.	h. TOTAL				*

Part B. Children Under Study - Free But Not Placed				Total Children
1. Free, not placed, end of prior quarter (Part B., Item 6 from prior quarter)			1.	
	Dependents	Non-Dependents	2. +	
2. Freed for adoptive placement (same as Part A., Item 3)				
3. Removed from adoptive placement			3. +	
4. Adoptive placement agreements completed			4. -	
5. Services terminated			5. -	
6. Free, not placed, end of quarter (complete detail below)			6. =	
a. Case Plan goal is adoption			6. a.	
(1) Placement identified	6.a.(1)			
(2) Placement not identified (complete TABLE 2)	6.a.(2)			
b. Case Plan goal is not adoption			6. b.	
(1) Children in long-term foster care	6.b.(1)			
(2) Children living with legal guardian	6.b.(2)			

  

TABLE 2. Detail for Item 6.a. (2)					
	0-2 yrs.	3-5 yrs.	6-10 yrs.	11+ yrs.	Total
c. White					
d. Black					
e. Hispanic					
f. Mixed					
g. Other					
* Must equal Part B., Item 6.a. (2)	h. TOTAL				*

Part C. Children in Unfinalized Adoptive Placements				Total Children
1. In adoptive placement, end of prior quarter (Part C., Item 6 from prior quarter)			1.	
2. Adoptive placement agreements completed (same as Part B., Item 4)			2. +	
3. Removed from adoptive placement (same as Part B., Item 3)			3. -	
4. Services terminated			4. -	
	Dependents	Non-Dependents		
5. Adoption finalized			5. -	
6. In adoptive placement, end of quarter			6. =	

Part D. Children in Cooperative Placements	Adoptive Placement Agreements Completed		Adoptions Completed	
1. This agency's children placed with families studied by other agencies - ATTACH LIST	1.		1.	
2. Other agencies' children placed with this agency's families - ATTACH LIST	2.		2.	

Part E. This Agency's Families				Total Families
1. Approved families				
a. Approved families available, end of prior quarter (same as Part E., Item 1.f. from prior quarter)			1.a.	
b. Families approved during quarter			1.b. +	
c. Families who became available because placement terminated			1.c. +	
d. Families with whom adoptive placements were made			1.d. -	
e. Families otherwise disposed of			1.e. -	
f. Approved families available, end of quarter			1.f. =	
(1) Families not available for placement because they intend to adopt a foster child in their care		1.f.(1)		
(2) Families available for placement		1.f.(2)		
(a). Families who will only accept healthy infants	1.f.(2)(a).			
(b). Families who will accept other children	1.f.(2)(b).			
2. Other activities				
a. Requests for applications received from families			2.a.	
b. Applications denied, withdrawn or otherwise not approved			2.b.	

Part F. Other Adoption Activity			Total Cases
1. Post Finalization Services (All Agencies)			
a. Provision of background information		1.a.	
b. AAC/AAP recertification/grant modification		1.b.	
c. Other post-finalization services		1.c.	
2. Additional activities - Public Agencies Only			
a. Completed services to other agencies			
(1) One time requests		2.a.(1)	
(2) Post-placement supervision (do not include cooperative placement activities)		2.a.(2)	
b. Foster care cases reviewed and not recommended for adoption		2.b.	
c. Requests for adoptive placement not accepted for study (children)		2.c.	

Signature of Reporting Officer	Title	Telephone	Date

**AGENCY ADOPTION PROGRAM**  
**Quarterly Statistical Report**  
**AD 56A (11/99) Instructions**

**GENERAL:** The AD 56A provides quarterly summary data on domestic agency adoptions. The information collected on this report is used by the California Department of Social Services (CDSS), the State Legislature, researchers and the general public. Parts A, B, C and D of the report include data about children served by adoption agencies. Part E includes data about persons who wish to adopt. Part F captures miscellaneous data.

All public and private adoption agencies who provide domestic adoption services shall complete and submit this report. (Agencies also licensed to provide intercountry adoption services shall also complete the Intercountry Adoption Program - Quarterly Statistical Report (AD 202B)). Send the completed report by the 20th calendar day of the month following the report quarter to:

**California Department of Social Services**  
**Data Operations Branch**  
**P.O. Box 944243, M.S. 19-81**  
**Sacramento, California 94244-2430**

**INSTRUCTIONS:**

**Agency:** Enter the agency's full name as it appears on the State license.

**Code:** Enter the agency's code number assigned by the CDSS Adoption Branch.

**Report for Quarter Ending:** Enter the last month of the reporting quarter and the four digit calendar year for the same month. The four reporting quarters are January through March, April through June, July through September, and October through December.

**PART A. Children Under Study – But Not Free For Adoption. Provides data on children who have been accepted for study by the adoption agency but are not free for adoption. Do not include children who are in the custody of another adoption agency but who may be placed cooperatively in a home approved by the reporting agency.**

1. Under study, not free, end of prior quarter: This should be the same as Item 5 for the prior quarter.
2. Accepted for study during the quarter: A child is "accepted for study" when either: (1) a court orders the public adoption agency to prepare a report for a hearing to be held pursuant to Welfare and Institutions Code, Section 366.26 or (2) the public or private adoption agency agrees to work with a parent(s) who expresses a serious interest in relinquishing the child for adoption.
3. Freed for adoptive placement during the quarter: A child is to be considered free for adoptive placement when an Acknowledgment and Confirmation of Receipt of Relinquishment Documents (AD 4333) is issued by the Adoptions Branch of CDSS.

There is one exception to this rule: A child who has been relinquished by his or her mother and any presumed father may be placed for adoption before the rights of an alleged father have been terminated as allowed by 22 CCR 35199(b)(1). In such cases, the child is to be reported on the Agency Adoption Program – Quarterly Statistical Report (AD 56A) as freed for adoption during the quarter when the child is placed for adoption, not the quarter when the acknowledgment is issued. Such children are not free for adoption until the rights of the alleged father have been terminated by the court.

4. Services terminated for other reasons during the quarter (e.g., miscarriage, abortion, a birth parent's decision to keep the child, a birth parent's decision to place the child for an independent adoption, or a court's decision at a Welfare and Institution Code, Section 366.26 hearing to not terminate parental rights).
5. Under study, not free, end of quarter: This is the sum of Items 1 and 2 minus Items 3 and 4. It should equal a count of the cases of children who are under study but not free at the end of the quarter.

Children counted in Item 5 are divided into two groups:

- a. Placement identified: This is a count of the children reported in Item 5 for whom the agency knows the identity of the home where the child will be placed for adoption. Examples include children who are expected to be adopted by their foster parents and children who are, or will be, the subject of an identified relinquishment.
- b. Placement not identified: This is a count of the children reported in Item 5 for whom the agency has not identified an adoptive placement. The age and ethnicity of these children are reported on Table 1.

**PART A. Children Under Study – But Not Free For Adoption (Continued).**

Table 1. Detail for Item 5.b. categorize the children in 5.b. according to age and ethnicity. This information used to recruit adoptive families.

- c. White: Indicate which children who are of Caucasian and/or Anglo-Saxon nationality into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - d. Black: Indicate which children who are of African-American nationality into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - e. Hispanic: Indicate which children who are of Latino and/or Mexican nationality into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - f. Mixed: Indicate which children who are of two or more nationalities into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - g. Other: Indicate which children who are of one nationality not of white, black, Hispanic nor mixed into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - h. Total: Indicate the total of the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and the total of the last total column which should match Item 5.b.
6. Welfare and Institutions Code, Section 366.26 reports completed: This is the number of such reports completed by public adoptions agencies during the quarter.

**PART B. Children Under Study – Free But Not Placed. Provides data on children in the custody of the reporting adoption agency who have been freed for adoption, but who have not been placed for adoption. Do not include children who are in the custody of another adoption agency but who may be placed cooperatively in a home approved by the reporting agency.**

1. Free, not placed, end of prior quarter: This should be the same as Part B, Item 6 for the prior quarter.

*Items 2 through 6 provide separate columns for children who are court dependents and children who are not court dependents.*

2. Freed for adoptive placement during the quarter: This is the same as Part A, Item 3.
3. Removed from adoptive placement during the quarter: Report children who were actually or technically removed from adoptive placements during the quarter. Technical removals are where the child remains in the home, but with a different status (e.g., foster care or guardianship), or where the original adoptive placement agreement is replaced by a new agreement, usually because of divorce or marriage of the prospective adoptive parents.
4. Adoptive placement agreements completed during the quarter: Report children in the agency's custody for whom a formal adoptive placement agreement was signed by the adoption agency and the prospective adoptive parent(s) during the quarter. Do not count a "fost-adopt" placement until the child is placed for adoption; that is, until an adoptive placement agreement has been signed.
5. Services terminated: Report children for whom services were terminated (e.g., due to death, becoming adult, relinquishment is rescinded, or a court termination of parental rights is overturned on appeal) during the quarter.
6. Free, not placed, end of quarter: This is the sum of Items 1, 2 and 3 minus Items 4 and 5. It should equal a count of children who are free for adoptive placement, but not placed for adoption at the end of the quarter. Note: Once a child is free for adoption, the child remains the responsibility of the adoption agency until the adoption is finalized, the child dies, the child becomes an adult or is otherwise emancipated, or the freeing action is reversed. Thus, children who have been freed, but not placed for adoption, are counted in this item even though day to day case management is the responsibility of a general child welfare caseload.

## **PART B. Children Under Study – Free But Not Placed (Continued).**

Children reported in Item 6 are divided into two groups:

- a. Case Plan goal is adoption: Children who the agency expects to place for adoption. This count is further divided into two groups:
  - (1) Placement identified: This is a count of the children reported in Item 6.a.(2). for whom the agency knows the identity of the home where the child will be placed for adoption (e.g., children who are expected to be adopted by their foster parents and children who are the subject of an identified relinquishment).
  - (2) Placement not identified: This is a count of the children reported in Item 6.a.(2). for whom the agency has not identified an adoptive placement. The age and ethnicity of these children are reported on Table 2.
- Table 2. Detail for Item 6.a.(2). categorize the children in 6.a. according to age and ethnicity. This information is used to recruit adoptive families.
  - c. White: Indicate which children who are of Caucasian and/or Anglo-Saxon nationality into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - d. Black: Indicate which children who are of African-American nationality into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - e. Hispanic: Indicate which children who are of Latino and/or Mexican nationality into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - f. Mixed: Indicate which children who are of two or more nationalities into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - g. Other: Indicate which children who are of one nationality not of white, black, Hispanic nor mixed into the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and then total for this nationality.
  - h. Total: Indicate the total of the four different age groups of 0-2 years, 3-5 years, 6-10 years, 11 years or older and the total of the last total column which should match Item 6.a.(2).
- b. Case Plan goal is not adoption: Children the agency does not expect to place for adoption. This count is further divided into two groups:
  - (1) Children in long-term foster care: Report those children who are not living with a legal guardian.
  - (2) Children living with legal guardian: Report those children who are living with a legal guardian.

**Part C. Children in Unfinalized Adoptive Placement.** Provides data on children in the custody of the reporting adoption agency who have been placed for adoption, but whose adoptions have not been finalized. Do not include children who are in the custody of another adoption agency who have been placed cooperatively in a home approved by the reporting agency.

1. In adoptive placement, end of prior quarter: This should be the same as Part C, Item 6 for the prior quarter.
2. Adoptive placement agreements completed during the quarter: This is the same as Part B, Item 4.
3. Removed from adoptive placement during quarter: This is the same as Part B, Item 3.
4. Services terminated: Report the number of service terminations (e.g., due to death, becoming an adult, relinquishment is rescinded, or a court termination of parental rights is overturned on appeal) during the quarter.

*Items 5 and 6 provide separate columns for children who are court dependents and children who are not court dependents.*

5. Adoptions finalized during quarter: Report the number of children for whom the court has granted an adoption decree.
6. In adoptive placement, end of quarter: This is the sum of Items 1 and 2 minus Items 3, 4 and 5. It should equal a count of the cases of children who are placed for adoption whose adoptions have not been completed at the end of the quarter.

**Part D. Children in Cooperative Placements.** Provides information about children in the custody of the reporting agency who were placed in homes approved by other agencies and about children who other agencies have placed in homes approved by the reporting agency.

1. This agency's children placed with families studied by other agencies during the quarter:

Adoptive Placement Agreements Completed during the quarter: Report the number of children in the custody of the reporting agency who were placed for adoption in homes approved by other agencies. This is a subset of the children reported in Part B, Item 4. Attach a list showing the child's name and the name of the adopting family's agency.

Adoptions Completed during the quarter: Report the number of completed adoptions of children in the custody of the reporting agency who were adopted by families approved by other agencies. This is a subset of the children reported in Part C, Item 5. Attach a list showing the child's name and the name of the adopting family's agency.

2. Other agencies' children placed with this agency's families during the quarter: Note: Children reported in Part D, Item 2 are not reported in Parts A, B or C.

Adoptive Placement Agreements Completed during the quarter: Report the number of children in the custody of another agency placed for adoption in homes approved by the reporting agency. Attach a list showing the child's name and the name of the adopting family's agency.

Adoptions Completed during the quarter: Report the number of completed adoptions of children in the custody of another agency placed for adoption in homes approved by the reporting agency. Attach a list showing the child's name and the name of the adopting family's agency.

**Part E. This Agency's Families. Provides data on families who have been approved as adoptive families or have expressed interest in adoption.**

**1. Approved families**

- a. Approved families available, end of prior quarter: This should be the same as Part E, Item 1.f. from the prior quarter.
- b. Families approved during quarter: Report all families for whom the agency approved the application for the adoptive placement of a child. This includes families approved as both foster families and as adoptive families. It does not include families approved only as foster families.
- c. Families who became available this quarter because placement terminated.
- d. Families with whom adoptive placements were made during the quarter: Report only those families who became unavailable for another adoptive placement because a child was placed in the only or last vacancy.
- e. Families otherwise disposed of during the quarter: Report families who become unavailable for an adoptive placement for other reasons such as a decision to not adopt or a decision to adopt independently.
- f. Approved families available, end of quarter: This is the sum of Items 1.a., 1.b., and 1.c., minus Items 1.d. and 1.e.. It should equal a count of the families who are available to accept a formal adoptive placement at the end of the quarter. These families are divided into two groups:
  - (1) Families not available for placement because they intend to adopt a foster child in their care: Thus, they are not available to accept the placement of a child for whom a home has not been identified (e.g., a child included on Table 1 in Part A or Table 2 in Part B).
  - (2) Families available for placement: These are families for whom a child has not yet been identified. In order to determine the availability of adoptive families, these families are divided into two groups:
    - (a) Families who will only accept healthy infants.
    - (b) Families who will accept other children (healthy or otherwise).

**2. Other activities**

- a. Requests for applications received from families during the quarter.
- b. Applications denied, withdrawn or otherwise not approved during the quarter.

**Part F. Other Adoption Activity. Provides miscellaneous data.**

1. Post Finalization Services (All Agencies): This item includes services provided to adoptees, birth parents and/or adoptive parents after the adoption was finalized.
  - a. Provision of background information during the quarter: Report the number of cases where the agency provided adoptees, adoptive parents or birth parents with requested non-identifying background information.
  - b. AAC/AAP recertification/grant modification during the quarter: Report the number of completed Adoption Assistance Agreement amendments.
  - c. Other post-finalization services completed during the quarter: Report all other post-finalization services such as counseling and arranging for contact between members of the adoption triad.
2. Additional Activities - Public Agencies Only: This data is collected from public (County and CDSS) adoption agencies for use in determining the allocation of funding (the "adoptions yardstick").
  - a. Completed services to other agencies during the quarter:
    - (1) One time requests: This includes activities such as accepting a relinquishment and obtaining background information from a birth parent on behalf of another agency.
    - (2) Post-placement supervision (do not include cooperative placement activities): These are cases where the child is not the responsibility of the reporting agency and the adoptive family was not studied/approved by the reporting agency; usually cases where the family has moved to an area served by the reporting agency after the family assessment was completed.
  - b. Foster care cases reviewed and not recommended for adoption during the quarter: Report those cases where the report prepared by the agency for a Welfare and Institution Code, Section 366.26 hearing recommended that the child not be adopted.
  - c. Requests for adoptive placement not accepted for study (children) during the quarter: Report those cases where, after discussion with the birth parent or the referring agency (usually child welfare services), the agency decided to not accept the child for study.

**Signature of Reporting Officer:** Signature of the person completing or approving the report. This person will serve as a contact for questions about the submission.

**Title:** Enter the reporting officer's job title.

**Telephone:** Enter the phone number at which the reporting officer may be contacted to answer questions about the report.

**Date:** Enter the date the report is completed.